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19.0 FACILITY STANDARDS

NOTE: The requirements of this section do not apply to alternative care programs described in (Section 14) in which the parents remain in the facility and retain responsibility (i.e., are available in an emergency for their children).

19.1 Capacity. Each facility shall accommodate no fewer than 25 children and no more than 305 children.

19.2 Space Required. Each activity room used for care shall provide a minimum of 35 net square feet of useable floor space for each child.

19.2.1 Useable floor space is that which can be used by the child for activities or to play.

19.2.2 Useable floor space does not include closet or storage spaces, corridor(s), kitchen, toilets or diaper changing areas, or administrative or support spaces.

19.2.3 Space not consistently available to children, such as, but not limited to, isolation room or crib space, is also excluded.

19.2.4 An additional 25 square feet per child is required in infant areas for cribs.

19.2.5 Loading shall be computed for each room based on 35 useable square feet per child and shall not be exceeded.

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19.3 Space Components. CDCs shall provide space for the following components:

19.3.1 Activity Rooms. Space for appropriate age grouping of children which provides adequate area for developmental programs.

19.3.2 Infant Area. Separate space for infant care shall be provided.

- There must be space where crawling or toddling children can play separately on the floor.
- In new facilities or renovations, a minimum of 15 square feet per child should be provided for this purpose (from the net 35 square feet per child of clear usable floor space planned).

Example: In a room for 8 children, 120 square feet must be set aside for crawling and toddling.

19.3.3 Isolation Area. Space adjacent to the reception space or in administrative areas for children who become ill.

- The area shall consist of space for cot or crib. In new construction or renovations, access to toilet space should be provided.

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- 19.3.4 Office Space. Space for administrative staff (program administrator, CDC director, assistant director).
- Additional space should be added to accommodate administrative requirements for FCC, alternative care, training/curriculum specialist, or program oversight.
 - This space is in addition to the allowable space for children.
- 19.3.5 Lobby/Reception Area. Area for signing children in and out, payment of fees, etc.
- 19.3.6 Staff Space. Lounge or teacher's preparation room.
- 19.4 Visual Access. Provision shall be made for visual access into all areas by the use of half-doors, glass panels in walls and doors, etc.
- 19.5 Location. CDCs shall be located away from areas of heavy traffic.
- 19.5.1 Parking and drop-off areas must be available so that children and parents can enter and leave the CDC without crossing a busy street or walking through other areas of traffic.
- 19.5.2 Additional planning factors to be considered include minimum exposure to excessive noise, vibration and vehicle exhaust.
- 19.5.3 CDCs are not permitted in basements or above the first floor level.

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- 19.6 Facility Improvements/New Construction. Facility improvement projects will be executed in accordance with procedures outlined in the shore facility planning system.
- 19.6.1 Facility acquisition guidance for major and minor construction projects is contained in NAVFACINST 11010.44E and OPNAVINST 11010.20E (NOTAL) respectively.
- 19.6.2 BUPERS (Pers-656D), as program manager and technical lead planner, will review the architectural designs and specifications for all special projects and MILCON scope projects at the concept, 35 percent, and final 100 percent submission levels, for functional, operational and technical conformity with Navy program standards.
- 19.6.3 For new construction and renovations, facilities shall be modified to protect adults against allegations of child abuse/neglect. To accomplish this:
- Hand-washing fixtures shall be installed in the activity rooms rather than in the toilet areas so that children can be observed more easily during hand-washing.
 - In all new construction and renovation, consider maximum use of vision panels in walls and half walls with continuous glass in the upper half of the wall to ensure that all areas where children are receiving care are visually accessible.
 - Walls around toilets stalls shall be half walls to permit better viewing of toilet areas.
 - Playgrounds shall be constructed so that all areas can be viewed from the activity rooms which they serve.

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- 19.7 Outdoor Playground. Playgrounds shall be based on 100 square feet per child for CDC of up to 100 children. When capacity is greater than 100 children, add 50 square feet for each additional child.
- 19.7.1 In existing CDCs where playground square footage requirements are not met, use of the playground shall be scheduled to allow maximum usage of space by minimum number of groups at one time.
- 19.7.2 Separate play areas with age appropriate equipment are required for children under the age of 36 months.
- 19.7.3 Playgrounds shall be immediately adjacent to the CDC.
- Children should have direct access to play area from inside activity rooms.
 - Part-day programs operating as sub-activities (see Section 14) may use playgrounds that can be reached by a route free from hazards and are no farther than 1/8 mile from the facility.
- 19.7.4 Playground design should permit staff members to easily supervise children and activities.
- There shall be adequate space between equipment. Playzones should be defined.

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- 19.7.5 The area shall be enclosed with at least a 5-foot high fence.
- Horizontal fencing should not be used.
 - Gates shall be securely fastened and opened by adults only. Gates and playground design should allow access by emergency vehicles. Staff shall have easy access to gate keys.
- 19.7.6 Playgrounds shall be free of trip, fall, and health hazards such as stones, gullies and drop off, holes, weeds, animal waste, and trash.
- 19.7.7 Walkways shall be constructed of asphalt, concrete or other suitable material which will not become muddy or slippery in wet weather.
- 19.7.8 Playgrounds shall have shade to protect children from excessive sun exposure.

19.8 Playground Equipment. By 1 October 1995 the design, construction, and installation of playground equipment shall conform to the United States Consumer Product Safety Commission playground safety standards for the specific ages of children using it. In addition to safety considerations, playground equipment shall be chosen to foster children's intellectual, social and emotional development as well as physical development. Type of equipment and placement must allow staff to supervise more than one area at a time.

- 19.8.1 Traditional playground equipment designed for school age children (swings, slides, seesaws, merry-go-rounds, monkey bars) are often associated with serious injury in young children and shall not be used.

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- 19.8.2 Playground equipment with hazardous moving parts, openings or angles which can trap fingers, hands, feet or heads shall not be used.
- 19.8.3 Bolts, screws and edges shall have rounded surfaces.
- If possible, bolts shall be recessed or countersunk.
- 19.8.4 Manufacturer's assembly, installation, and maintenance instructions shall be used for all playground equipment.
- Ensure adequate drainage around all footings and connection points to prevent rust and rot.
 - Equipment requiring anchors shall be firmly supported.
 - Equipment shall be structurally sound with no bending, warping or splintering, etc., and be inspected for such regularly.
 - Equipment and fencing shall be free of any opening greater than 3.5 inches or less than 9 inches.
- 19.8.5 All anchoring devices for playground equipment, such as concrete footings or horizontal bars at the bottom of flexible climbers, shall be installed below the playing surface.

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- 19.8.6 All playground equipment shall be installed over a resilient, impact absorbing surface, (e.g., resilient molded rubber mat safety surface, sand or pea gravel).
- Surface shall be well maintained and replaced as necessary.
 - If sand is used, 8 to 10 inches of non-compacted sand or equivalent is recommended.
 - Fall zones shall comply with Consumer Product Safety Commission requirements (minimum of 6 feet beyond equipment).
- 19.8.7 Playground equipment shall be appropriate for the size, age and developmental levels of the children using it.
- Platform equipment shall have rails. Spacing between rails shall comply with Consumer Product Safety Commission standards.
- 19.8.8 The height of equipment should be determined by the size of children using it.
- Generally, climbing above a child's own height increases risk and serves no play function.
- 19.8.9 There shall be adequate space between equipment. Playzones shall be defined that set them apart visually and functionally.
- 19.8.10 Playgrounds shall offer a variety of well-maintained surfaces such as grass, sand, and asphalt.

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- 19.8.11 Equipment for similar age groups and requiring equal skill levels should be grouped together.
- Playgrounds should provide space for less active, quiet play as well as large muscle activities.
- 19.8.12 Selection of equipment should be based on appeal to children and not adults.
- Adult creations such as birds on springs, concrete or plastic animals are dangerous, serve limited play functions, and are of little value on the playground.
- 19.8.13 Equipment shall be selected which allows creative play and is not limited to one activity.
- 19.8.14 Locate equipment away from natural pathways of traffic.
- 19.8.15 Storage for wheel toys and other equipment shall be provided.
- 19.8.16 Poisonous plants, shrubs, and other potentially harmful natural materials may not be present on playgrounds.